

# Delabole Parish Council

Parish Clerk: **Holly Hutchins**

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Ordinary Meeting of the Council meeting – 13<sup>th</sup> July 2021 7pm

Location: St Johns Church, High Street, Delabole

## Minutes

**21/078 Councillors present :** K. Cann, J. Chapman, R. Chapman, H. Ferguson, C. Keat, N. Hatch. A. Pooley, A. Stacey.

**In attendance:** Holly Hutchins- Clerk and one member of the public.

**21/079 Apologies for absence**  
Cllr E Reynolds.

**21/080 Declaration of Interests**  
Cllr N Hatch declared an interest in agenda item 21/091.

**21/081 To receive and approve minutes of last meeting**  
Councillors **approved** minutes from Extra-ordinary meeting 15<sup>th</sup> June 2021 as accurate. Chairman initial each page and signed.

**Proposed:**Cllr K Cann **Seconded:** Cllr J. Chapman **Votes:** 7/8 1 abstention

**21/082 County Councillor report - Cllr D Fairman**  
Cllr Fairman talked about the most recent community network meeting and suggested three items for consideration on future agenda which included 20mph Zoning, The addition of a one way system on the cut through road towards Tintagel where a recent accident had occurred and to consider a review of boundaries in relation to Tintagel Parish.

**21/083 Clerks report**  
The clerk presented their report. There were not further questions on this.

**21/084 Public Participation (15 minutes allowed for this)**  
One member of the public addressed the chairman on the topic of planning. They requested the council consider a local plan and a specific planning committee in the future. There was discussion about minor and major applications as well at the process around pre-application notices.

Cllr A Stacey requested permission on behalf of the carnival committee to run a one day event on the 22<sup>nd</sup> August 2021 on the King George V playing fields called The Carnival Revel.

**21/085 Consideration of planning applications**  
Resolved in support of planning application: PA21/05455 Single storey rear extension.

**Proposed:**Cllr K Cann **Seconded:** Cllr N Hatch **Votes:** Unanimous

**21/086 Play Park**  
Cllr J Chapman explained that he had found broken glass in and around the pavilion on numerous occasions. The wooden balancing steps had been removed and a bench over the far side of the park required maintenance.

The manhole covers in the play park were also reported as damaged. There was also discussion about vandalism to bins in the park.

**21/087**

**Footpaths**

Cllr A Pooley described how a spring on the footpath nr Treligga was making the path become water logged.

**21/088**

**Zebra crossing request from member of the public**

The proposal for a Zebra crossing was discussed. In order to move forward with a decision the clerk is to contact highways for more detailed information about the process with a view to completing a footfall count in September.

**21/089**

**Slate Close roundabout**

Resolved to pay the sum of £14.50 to obtain a license for the positioning of large slate stones and shrubs on the roundabout at Slate Close.

**Proposed:**Cllr A Pooley      **Seconded:** Cllr A Stacey      **Votes:** Unanimous

**21/090**

**Defibrillator**

Resolved to accept quote from Company A for the maintenance and upkeep of the defibrillator.

**Proposed:**Cllr K Cann      **Seconded:** Cllr A. Stacey      **Votes:** Unanimous

**Cllr N Hath left the room 19:49pm**

**21/091**

**Litter picking/Wombles**

Resolved for the council to fund the emptying of the bin used by the village litter pickers when required. Cllr N Hatch to ensure all litter pickers have had health and safety briefings prior to next meeting.

**Proposed:**Cllr K Cann      **Seconded:** Cllr J. Chapman      **Votes:** Unanimous

**Cllr N Hatch returned to the room 19:56pm**

**21/092**

**Vandalism**

Cllr A Pooley declared an interest in this item in relation to the sport pavilion but remained in the room for discussion. Anti-Vandalism methods were discussed including CCTV using real and fake cameras and the addition of signs around the village. To be discussed again with a proposed motion at a future meeting.

**21/093**

**Dog Fouling**

Cllr R Chapman presented signs she had created to help address the issue of dog fouling in the village. She had approached a local company who had quoted a sum of £228 including Vat for twenty weather proof posters. It was resolved to accept the quote from the local company without obtaining further prices. There was also discussion about enforcement officer training which the council may wish to consider at a later date.

**Proposed:**Cllr H Ferguson      **Seconded:** Cllr J. Chapman      **Votes:** Unanimous

**21/094**

**Queens Jubilee Celebrations**

This item was deferred owing to the clerk attending a briefing on the subject on 14<sup>th</sup> July 2021.

**21/095**

**Bank mandate**

Resolve upon the removal of Cllr D Fairman and Ex- Cllr R Lyle as signatories for the bank.

**Proposed:**Cllr H Ferguson      **Seconded:** Cllr J. Chapman      **Votes:** Unanimous

**21/096**

**Planting of Trees in King George V park**

The clerk apologised for naming the King George V playing field incorrectly in the agenda and will use its given name from this point forward. It was resolved the the 300 trees received from the woodland trust be offered to parishioners free of charge by placing and advert in the Delabole Slate and that an application for a landmark tree be submitted. The planting of the landmark tree to consider where possible with the Queens Jubilee.

**Proposed:**Cllr A Pooley      **Seconded:** Cllr J. Chapman      **Votes:** Unanimous

**21/097**

**Wildflower area in park**

Cllr N Hatch gave feedback on comments from the public which were received on the Delabole Community Facebook group. The feedback for the idea of had been positive. The location of the wildflower area is to be below where the previously proposed skate park would be. Cllr N Hatch will approach the play school to work collaboratively with them to design the area.

**21/098**

**Slate plaque**

This item was deferred to a future meeting due the needing further exploration as to where the plaque would be mounted.

**21/099**

**Donation to St. Johns church re maintenance to closed church yard**

The clerk read out advice given from CALC regarding issuing a grant to pay for maintenance to a closed churchyard. It was resolved to grant St. Johns church £600 towards grass cutting costs and this to be recorded under the power of Local Governments Act 1972 S137.

**Proposed:**Cllr H Ferguson      **Seconded:** Cllr N. Hatch      **Votes:** 7/8 1 abstention

**21/100**

**To report on documents received from St. Teath Parish Council**

A copy of the list of documents received on the 1<sup>st</sup> June meeting was shared with councillors. In addition to this the clerk stated that they had also received Register of Burials dated for 25.10.2019 to present, Register of Grave Spaces dating from 27.4.1929 with last entry 28.08.2011 and a folder of interment forms dating from 11/04/2002 to present.

**21/101**

**Motion to rescind changes to Cemetery fees Meeting 15/06/2021**

Resolved to rescind previous changes to cemetery fees at the last meeting minute number 21/071.

**Proposed:**Cllr J Chapman      **Seconded:** Cllr H Ferguson      **Votes:** Unanimous

**21/102**

**Cemetery fees**

Resolved to instate the proposed cemetery fees in line with a 20% increase from previous charges effective from 14<sup>th</sup> July 2021 and to review cemetery charges annually.

**Proposed:**Cllr J Chapman      **Seconded:** Cllr H Ferguson      **Votes:** Unanimous

**21/103**

**Toilet sanitary bins**

Resolved to replace broken sanitary bins in the ladies' cubicles in the public toilets. A total of three required at a cost of approximately £38 inc VAT each.

**Proposed:**Cllr A Pooley      **Seconded:** Cllr K Cann      **Votes:** Unanimous

**21/104**

**Community Network Panel meeting**

Cllr R Chapman who attended the community Network meeting on 29<sup>th</sup> June 2021 gave an update on discussions.

**21/105 License of land at Water Lane**  
 Resolved upon accepting the terms outlined in the contract. The contract was signed by Cllr R Chapman on behalf of the council.  
**Proposed:**Cllr H Ferguson      **Seconded:** Cllr N Hatch      **Votes:** Unanimous

**21/106 Maintenance to Delabole slate signs**  
 Resolved upon reimbursing the member of the public for paint used for refreshing the Delabole Slate signs at both ends of the village.  
**Proposed:**Cllr J Chapman      **Seconded:** Cllr H Ferguson      **Votes:** Unanimous

**21/107 Clock Unmetered Supply**  
 Resolved to agree the contract for the unmetered supply of the Millennium clock.  
**Proposed:**Cllr H Ferguson      **Seconded:** Cllr N Hatch      **Votes:** Unanimous

**21/108 Policies**  
 Resolved by adopting the policies, as listed below:

- Financial Risk Management Policy
- Grants Policy and application form

**Proposed:**Cllr H Ferguson      **Seconded:** Cllr N Hatch      **Votes:** Unanimous

**21/109 Finance**

The income received was noted:

Name	Budget line	Payment method	Value
NIL	-	-	-

The following payments were authorised by the council:

Name	Budget line	Payment method	Value	VAT
Staff wages	June Staff wages	Cheque300044 & 300043	£1,013.57	
HMRC (June)	May NI and tax	Cheque 300046	£111.80	
Cornwall Pensions (Back dated to 6 <sup>th</sup> April)	Pension contributions	Cheque 300045	£486.78	
Clerk (bin bags)	Maintenance, utilities & supplies	Cheque 300036	£21,98	£3.66
Clerk – postage stamps	Office	Cheque 300037	£9.12	
Clerk – Printer Ink	Office	Cheque 300038	£27.54	£4.59
Growing Concern	Grass cutting	BACS	£1,800.00	£300.0

(June Invoice)				0
Cornwall Cleaning Supplies (Bleach)	Cleaning	Cheque 300033	£37.67	£6.28
L J Osbourne – unblock toilet drains	Maintenance, utilities & supplies	Cheque 300041	£60.00	
L J Osbourne – unblock toilet drains/repair broken toilet handles	Maintenance, utilities & supplies	Cheque 300042	£120.00	
British Gas (Public Toilet electricity)	Maintenance, utilities & supplies	BACS	£75.05	£5.71
Source (Toilet water supply)	Maintenance, utilities & supplies	Cheque 300034	£17.51	
Source (public toilet Water supply)	Maintenance, utilities & supplies	DD	£75.51	
Suez (Bin at cemetery)	commercial waste/dog bin	DD	£100.96	£16.83
Room hire 15/06/2021 Delabole Methodist church	Hall Hire	Cheque 300047	£15.00	
ICCM Cemetery Compliance training	Training	BACS	£162.00	£27.00
ICCM Corporate Membership	Membership/Subs	BACS.	£72.00	
Code of Conduct training (Vat only)	Training	Cheque 300035		£10.00
Paint for Delabole sign	General Maintenance	Cheque 300052	£9.70	
Three mobile phone contact (Clerk)	Telephone and internet	DD	£11.29	£1.88
Memory sticks x 2 (Clerk)	Office	Cheque 300049	£9.98	£1.66

**Proposed:** Cllr A Pooley      **Seconded:** Cllr K Cann      **Votes:** Unanimous

Approve reconciliation payments to St. Teath Parish Council:

The clerk explained since publishing the agenda they had found that only one months payment for Suez was owed to St. Teath Parish council so the amount changed from £201.92 to £100.96. Clerk to seek clarification from St. Teath Parish Council if they invoice for Cornwall Cleaning Supplies is still outstanding and payment to be made if it is.

Name	Payment method	Value	VAT
Suez (bin at cemetery) payment for April only	Cheque 300051	£100.96	
Source (Toilet waste supply) – reimburse direct debit paid	Cheque 300040	£26.52	
Cornwall cleaning supplies – Invoice dated 31 <sup>st</sup> March	Cheque	£64.61	

**Proposed:** Cllr K Cann      **Seconded:** Cllr A Pooley      **Votes:** Unanimous

**21/110**            **Quarterly Budget report**  
Councillors received a copy of the quarterly budget. This was signed by two councillors.

**21/111**            **Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)**  
Resolved to exclude the public and press from the following agenda items.  
**Proposed:**Cllr H Ferguson      **Seconded:** Cllr K Cann      **Votes:** Unanimous

**Member of the public left the meeting 20:58pm**

**21/112**            **Agenda items for next meeting**  
Items to be added for discussion at next meeting:

- Change of Name from St. Teath Parish Council to Delabole Parish Council
- Skate park
- Council Action plan
- Neighbourhood/Local plan
- CCTV
- Memorial request
- Memorial Plaque
- Queens Jubilee
- Contracts for footpaths, Grass cutting and weed spraying.

**21/113**            **Meeting Closed: 21:05pm**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_